

JJC DETENTION FACILITY INSPECTION REPORT

A. Detention Facility Information

Facility Name: EAST MESA JUVENILE DETENTION FACILITY	
Facility Address: 446 Alta Road, Ste 6100 San Diego, CA 92154	Date of Inspection: October 22, 2010
	JJC Chair: Kathleen Edwards
	JJC Admin. Officer: Michele Cummings JJC Secretary: Kathi Hamill
	Chief of Probation: Mack Jenkins
	Presiding Judge of the Juvenile Court: Hon. Cynthia Bashant
Facility Administrator: Dan DeLeon, Director	Telephone: (619) 671-4418
Detention Facility Contact: Dan DeLeon	Telephone: (619) 671-4418
Inspection Team: Charlie Cleaves Kimberly Allan	

B. Recommendations and Comments:

Progress Update for Previous Inspection's Recommendations:

1. "Probation should continue to monitor the budget for opportunities to hire staff for vacant positions."
 - Director DeLeon reassured that the Probation Department continues to monitor the budget with the goal of hiring staff for vacant positions.
2. "EMJDF should work closely with SAY San Diego to ensure that the new programming contracts adequately meet the needs of the wards in the facility, especially needs related to gang prevention/intervention and parent classes."
 - Staff has worked hard to find ways to engage youth who have completed their GED/High School Diploma and will continue to address this area.

Recommendations Based on Current Inspection:

1. Continue to build on strategic plan to use resources in the most efficient manner possible to fill all vacant positions, despite budgetary challenges.

2. Build and develop Mentoring Programs prior to Reentry to Community and or adulthood. Invite community mentoring programs into the facility to develop mentors and relationships prior to discharge and reintegration.
3. Build relationships with faith-based and other community organizations to start programs prior to discharge into community.
4. Increase parental involvement in programs when appropriate.
5. Staying more connected to the school of record. Possible mentorship with school staff or students to stay connected to keep bridge there.
6. Counseling and mentorship programs from facility staff, instead of Correctional Officer mentality. A more interactive staff.
7. Implementation of the Probation's Department After Care Program to begin six months prior to release to support successful transition into the community and completion of Probation.

General Comments:

1. East Mesa currently has Second Chance in the facility. Last year's evaluation mentioned the SAY program. Probation should monitor their re-entry programs and the community mentoring programs in order to determine which programs work best and then emphasize those programs.
2. According to staff, a transportation program to the facility was discontinued because of a lack of riders. Perhaps Probation can identify, and implement, with the assistance of other interested parties, appropriate parental involvement programs.
3. In order to minimize any gaps in an incarcerated youth's education, Probation should require that the San Diego County Office of Education provide Probation with timely information regarding the education records and status of the youth at the facility so that their progress toward a high school diploma can continue without significant interruption.

C. Average Daily Population & Staffing Information:

Population Information:

	Adult Male	Adult Female	Juv. Male	Juv. Female	Total
Facility Capacity	0	0	290	0	290
Facility Average Daily Population	0	0	239	0	0

Has the facility exceeded capacity since the last inspection?

☐ Yes ☒ No

Does the facility house minors under California Welfare & Institutions Code Section 601?

☐ Yes ☒ No

List the languages spoken by probation staff members:

English and Spanish as needed.

Probation Staffing Ratios:

Awake: 1:10

Asleep: 1:30

Probation Staffing:		
	# Filled	# Open
Director	1	0
Supervisors	11	1
CDPOs	125	2
Admin/Support	9	0
Other	4 (SR Pos)	0

D. CSA/Other Inspections:

List inspections conducted by other agencies and dates of most recent inspection:

CSA: May 6, 2010
 Grand Jury: May 14, 2010
 Title 15 Health Inspection: June 1, 2008
 Fire Inspection: April 27, 2010
 Food Inspection Report: March 31, 2009
 Medical/Mental Evaluation: February 17, 2009
 Date of last fire drill: September 9, 2019

E. Facility Construction Information

Date Facility was: Constructed: June 25, 2004	Remodeled: N/A
Construction Added: N/A	Construction Planned: N/A

Will any Planned Remodeling or Construction Affect Facility Capacity (If Yes, Please Comment)?
NO

F. Serious Incidents in Facility During Previous Calendar Year

Number of:	Suicide Attempts: 3	Suicides: 0
	Escape Attempts: 0	Escapes: 0
Number of:	Serious Assaults on Prisoners: 1	
	Serious Assaults on Staff: 2	
	Other Serious Incidents: 309	
Number of:	Serious Incidents Above for Which There Is A Written Record:	
	312	

G. Problems/Complaints Affecting Facility During Previous Calendar Year

Court Orders Affecting Facility (Attach Copy if Available): N/A				
Pending Litigation: N/A				
Number of Written Complaints Involving:				
Detainees: 237	Attorneys: 0	Family Members: 1 Pending	Medical: 3	Abuse: 0

H. Visual Review of Facility:

Living Area Comments: Well maintained and very clean throughout. Kids were accountable for their spaces and seemed to take pride in their areas.

Day Room Comments: Common areas were clean and kids were eating and or playing table games.

Kitchen Comments: Very clean and maintained. New appliances throughout.

Medical Area Comments: Staff was very diligent, organized and very caring toward the kids and their health. Nurses and NPs are available at all times.

Recreation Area Comments: Outside Basketball courts for large muscle exercises and ball games clean and maintained.

Visiting Room Comments: Visiting is difficult due to the remoteness of the facility, but no problems with rooms.

Special Housing Comments: Unit F is used as the administrative segregation unit and is based on the specifics of the each incident and previous history.

Other: Facility overall shows very little age and is well maintained.

SECTION A: ADMINISTRATION/MANAGEMENT

A.1 Policy Development and Monitoring

Who is primarily responsible for creating, updating, or modifying policies and procedures?

Title: Deputy Chief Probation Officer

How often are policies and procedures reviewed for accuracy and consistency with daily practices?

Quarterly

Are policy and procedure manuals available on site?

☒ Yes ☐ No

Does the manual include the title, and contact information of the staff member to whom one can report a grievance or complaint?

☐ Yes ☒ No

Does the manual include the title, and contact information of the staff member to whom one can propose a change to a policy?

- ☐ Yes ☒ No

Please list the number of manuals available and the locations:

16 throughout the facility.

Are probation staff members permitted to access these manuals?

- ☒ Yes ☐ No

Are contractors familiarized with these manuals during contractor orientation?

- ☒ Yes ☐ No

Are the youths' attorneys permitted to access these manuals via subpoena?

- ☒ Yes ☐ No

A.2 Internal Inspections and Reviews

Does the administrator in charge ever conduct a walk-through/visual inspection of the entire facility?

- ☒ Yes ☐ No

If yes, how often: Weekly

How often does the administrator in charge meet with probation staff members to discuss operations?

Daily briefings, weekly meetings, monthly IIC meetings.

How often does the administrator in charge meet with medical staff to discuss operations?

Weekly or as needed.

How often does the administrator in charge meet with mental health staff to discuss operations and services?

Weekly or as needed

How often does the administrator in charge meet with contracted programming representatives to discuss operations and services?

Weekly or as needed

How often does the administrator in charge meet with school/education staff members to discuss operations and services?

Weekly or as needed

A.3 Youth Records

Are case records regarding individual youth kept on site?

- ☒ Yes ☐ No

If yes, describe the steps taken to protect their confidentiality.

Secured when not in use.

A.4 Admission and Orientation

Are minors oriented to rules and procedures?

- ☒ Yes ☐ No

Are minors given copies of rules and procedures?

- ☐ Yes ☐ No

Can minors request that rules and procedures be provided in a language other than English?

- ☐ Yes ☐ No

Can parents request that rules and procedures be provided in a language other than English?

- ☐ Yes ☐ No

Are minors required to sign a document indicating they understand rules and procedures?

- ☐ Yes ☐ No

Are rules and procedures posted anywhere in the facility?

- Yes ☐ No

A.5 Personal Property and Monies

Are person property and monies recorded, stored, and returned upon release?

- ☐ Yes ☐ No

A.6 Youth Release and Transition

Are there established protocols for transitioning youth out of the facility and into the community?

- ☐ Yes ☐ No

Do facility probation staff members (“inside POs”) consult with the probation officer that will be assigned to the youth when they leave (“outside POs”) to discuss transition-related concerns?

- ☐ Yes ☐ No

Has the facility received any complaints from parents regarding the transition process?

- ☐ Yes ☐ No

Has the facility received any complaints from attorneys regarding the transition process?

- ☐ Yes ☐ No

A.7 Accommodations for the Disabled

Does the facility accept youth with disabilities?

- ☐ Yes ☐ No

Has this facility been determined to be an inappropriate facility for a youth with a disability (physical, developmental, emotional, psychological, intellectual, etc.) in the last 12 months?

- ☐ Yes ☐ No

SECTION B: SECURITY AND CONTROL

B.1 Post Orders

Do probation staff members have access to a detailed copy of their job description?

- ☐ Yes ☐ No

Do probation staff members have performance reviewed annually?

- ☐ Yes ☐ No

B.2 Permanent Logs

Are there policies and procedures in place that describe the types of incidents and occurrences which must be documented on a daily basis?

- ☐ Yes ☐ No

Are these logs stored electronically?

- ☐ Yes ☐ No

If yes, is there sufficient technical support to ensure that the electronic files that contain these logs are not compromised, corrupted, or deleted?

- ☐ Yes ☐ No

B.3 Security Features

Does the facility have ample security features (cameras, locks, alarms, etc.)?

- ☐ Yes ☐ No

Are there staff members on site who have the skills to maintain security features?

- ☐ Yes ☐ No

B.4 Security Inspections

Does the administrator in charge ever visually inspect the facility for security-related concerns?

- ☐ Yes ☐ No

If yes, how often:

Daily, Weekly, or as needed.

Are random reviews of security tapes conducted?

- ☐ Yes ☐ No

If yes, how often:

Daily, Weekly, or as needed.

B.5 Control of Contraband

Are there written policies that describe contraband?

- ☐ Yes ☐ No

Are there written policies that describe the disposition of contraband?

- ☐ Yes ☐ No

Describe if there have been a high number of incidents related to a specific type of contraband.

No specific type of contraband or high numbers.

Has a weapon been found in the possession of a youth in the facility within the last 12 months?

- ☐ Yes ☐ No

Home-made shank.

Has a controlled substance (alcohol, tobacco, illegal drugs, or prescription drugs for which the youth in possession does not have a prescription) been found in possession of a youth within the last 12 months?

- ☐ Yes ☐ No

B.6 Detainee Searches

Do probation staff search sleep areas/rooms?

- ☐ Yes ☐ No

If yes, do probation staff members search the room in the presence of the youth?

- ☐ Yes ☐ No

B.7 Accountability and Supervision

Describe measures taken to ensure that youth are supervised in a manner that provides for youth and staff safety.

1:10 ratio of staff to detainees.

B.8 Use of Force

Are there written policies in place to ensure that force is used only when necessary?

- ☐ Yes ☐ No

Are there written policies in place to ensure that force is used only as long as necessary?

- ☐ Yes ☐ No

Is each instance of a use of force documented?

- ☐ Yes ☐ No

If yes, are these documents reviewed by the administrator in charge?

Yes

When there is an instance where force is used, does an internal committee or task force convene to discuss the incident?

- ☐ Yes ☐ No

B.9 Non-routine Use of Restraints

Are there written policies in place to ensure that restraints are used only when necessary?

- ☐ Yes ☐ No

Are there written policies in place to ensure that restraints are used only as long as necessary?

- ☐ Yes ☐ No

Is each instance of a use of restraints documented?

- ☐ Yes ☐ No

If yes, are these documents reviewed by the administrator in charge?

- ☐ Yes ☐ No

B.10 Tool & Equipment Control

Is there a written policy to ensure the adequate control of keys?

- ☒ Yes ☐ No

Is there a written policy to ensure the adequate control of tools?

- ☐ Yes ☒ No

Is there a written policy to ensure the adequate control of culinary utensils and equipment?

- ☒ Yes ☐ No

Is there a written policy to ensure the adequate control of medical equipment?

- ☒ Yes ☐ No

Is there a written policy to ensure the adequate control of supplies?

- ☒ Yes ☐ No

Is there a written policy to ensure the adequate control of vehicles?

- ☒ Yes ☐ No

B.11 Weapons Control

Are weapons of any types permitted in the facility?

- ☐ Yes ☒ No

Is there a weapons locker on site?

- ☒ Yes ☐ No

If yes, where is it located?

Staff entrance and outside IBR Law Enforcement Door

B.12 Discipline

Are there written policies that describe the discipline process?

- ☒ Yes ☐ No

Are measures taken to ensure that due process is preserved?

- ☒ Yes ☐ No

Approximately what percent of grievances/appeals related to disciplines are resolved in favor of the youth?

Percent: Less than 10%

B.13 Supervision for Special Housing

Describe the measure taken to ensure that the youth in the following special housing arrangements are adequately supervised:

- Administrative segregation
- Wards are assigned to the unit in which they are housed depending on their circumstances and their program. Unit F
- Protective custody
- Youth are always segregated as needed for their protection and as determined.
- Disciplinary detention
- Unit C

B.14 Contingency/Emergency Plans

Are there written plans in place for the following contingencies/emergencies? Check all that apply.

- ☐ Contagious disease outbreak (Tuberculosis, Flu, etc.)
- ☐ Earthquake
- ☐ Fire
- ☐ Power outage/failure
- ☐ Riot

SECTION C: FOOD SERVICE

C.1 Sanitation and Meal Service

Who/what agency maintains the kitchen area?

Sheriff's Department.

Are kitchen staff members trained regarding sanitation and food handling procedures?

- ☐ Yes ☐ No

Have kitchen staff members received any training in the last year other than training given to newly hired employees?

- ☐ Yes ☐ No Training is ongoing.

Do youth work in the kitchen?

- ☐ Yes ☐ No

If yes, have they been trained?

- ☐ Yes ☐ No By Kitchen Staff and food handler video.

Describe the types of work youth perform.

As directed by staff.

Are youth permitted to converse during meals?

- ☐ Yes ☐ No

If yes, may a youth seated at one table converse with a youth seated at a different table?

- ☐ Yes ☐ No

Are meals served cafeteria style?

- ☐ Yes ☐ No

Are youth permitted 20 minutes or more to eat?

- ☐ Yes ☐ No

C.2 Adequate and Varied Meals

Is there a weekly menu posted?

- ☐ Yes ☐ No

Does a nutritionist, dietitian, or other health professional participate in the creation of the menu?

- ☐ Yes ☐ No

How many calories per day does a youth who eats all of the standard meals provided consume?

2800-3000 Calories

What approximate what percent of calories are from the following:

Protein: 19%

Carbohydrate: 52%

Fat: 29%

Are weaker youths protected from having food taken from them?

☒ Yes ☐ No

C.3 Special Diets

Can special diets be accommodated when medically necessary?

☒ Yes ☐ No

Was the facility unable to accommodate a special diet based on medical reasons within the last 12 months?

☒ Yes ☐ No

Can special diets be accommodated when based on a youth's religious practices or beliefs?

☒ Yes ☐ No

Was the facility unable to accommodate a special diet based on a youth's religious practices or beliefs in the last 12 months?

☒ Yes ☐ No

SECTION D: COMMUNICATION

D. 1 Staff-Youth Communication

Are youth provided opportunities to communicate with staff in writing?

☒ Yes ☐ No

Are youth provided opportunities to communicate with staff verbally?

☒ Yes ☐ No

Are communication aids (translators, hearing aids, etc.) provided when necessary?

☒ Yes ☐ No

D.2 Interpersonal Communication/Diversity Training

Do probation staff members participate in training to provide them with the skills to communicate with youth in a developmentally appropriate manner?

☒ Yes ☐ No

List types of diversity training by Probation staff members:

Annual and quarterly training.

D.3 Grievances

Is there a formal grievance policy?

☒ Yes ☐ No

Are written grievances reviewed daily?

- ☒ Yes ☐ No

Are grievances tracked in some manner that would permit facility leaders to observe trends in grievance report?

- ☒ Yes ☐ No

Is there a method for youth to be able to express concerns about the facility to a probation department official who is not assigned to the facility?

- ☒ Yes ☐ No

Are youth made aware on a routine basis that they can express concerns about their detention to their attorneys?

- ☒ Yes ☐ No

Is there a formal grievance process available for parents?

- ☒ Yes ☐ No

If yes, how many parents have submitted grievances in the last 12 months?

One.

SECTION E: SAFETY AND SANITATION

E.1 Fire Safety

Do facility leaders have specific concerns about fire safety?

- ☐ Yes ☒ No

E.2 Non-Hazardous Furnishings

Are mattresses and bedding fire-resistant and non-toxic?

- ☒ Yes ☐ No

E.3 Control of Dangerous Materials

Are dangerous materials (toxins, biohazards, etc.) stored on site?

- ☐ Yes ☒ No

E.4 Clothing and Bedding

How often is bedding laundered?

Sheet and pillow case: weekly

Blankets: monthly.

Are additional blankets available on request?

- ☒ Yes ☐ No

How often are youth given clean clothes?

Daily

Upon inspection, did clothing appear appropriate for the season and weather?

- ☒ Yes ☐ No

Upon inspection, did clothes appear clean?

- ☒ Yes ☐ No

E.5 Personal Hygiene/Showers

How frequently must youth shower?

Showers per week: 7, Every Day

Minutes per shower: 3 to 5

Describe the hygiene products available to youth.

Soap, shampoo, and toothpaste.

Describe how probation staff members balance privacy and safety concerns.

Monitored at all times.

E.6 Physical Facility and Equipment

Does this facility have a court holding area?

- ☐ Yes ☒ No

SECTION F: SERVICES AND PROGRAMS

F.1 Classification, Review, and Housing

Are youth assessed upon intake to determine appropriate classification?

- ☒ Yes ☐ No

Do facility leaders conduct adequate re-classification reviews periodically?

- ☒ Yes ☐ No

Describe classification considerations.

Gang and outside influences. Behavior inside facility.

F.2 Religious Practices

Are youth religious services offered in the facility?

- ☒ Yes ☐ No

If yes, list the religious/faith traditions for which services are offered.

Are religious services offered in a language other than English?

- ☒ Yes ☐ No

If yes, list the languages in which services are offered.

All.

Are youth offered religious or faith-based counseling services?

- ☒ Yes ☐ No

Are youth permitted to keep religious texts in their sleeping rooms?

- ☒ Yes ☐ No

F.3 Volunteer Work Assignments

Are sentenced youth in the facility permitted to work or perform chores on a voluntary basis?

- ☐ Yes ☐ No

If yes, describe the nature of the tasks.

As needed by staff.

Are unsentenced youth in the facility permitted to work or perform chores on a voluntary basis?

- ☐ Yes ☐ No

If yes, describe the nature of the assignments.

As needed by staff.

F.4 Work Assignments and Security

Are sentenced youth in the facility required to work or perform chores?

- ☐ Yes ☐ No

If yes, describe the nature of the assignments.

As needed by staff, and personal space.

Are unsentenced youth in the facility required to work or perform chores?

- ☐ Yes ☐ No

If yes, describe the nature of the assignments.

As needed by staff and personal space.

F.5 Programming

For which of the following areas are formalized programs or services offered (either by probation staff members or a contractor)? Check all that apply.

- ☐ Anger management classes/Counseling/Groups
- ☐ Conflict resolution skills
- ☐ Diversity/Tolerance/Human relations
- ☐ Domestic/Relationship violence education
- ☐ Family reunification planning
- ☐ Financial literacy education
- ☐ Gang awareness/Prevention/Intervention
- ☐ Health and wellness education
- ☐ Parenting education
- ☐ Sexual health education
- ☐ Social/interpersonal skills
- ☐ Substance abuse counseling
- ☐ Survivors of abuse/maltreatment/violence counseling
- ☐ Victim awareness
- ☐ Vocational training

F.6 Exercise and Out-of-Sleeping Room Opportunities

Are youth given opportunities for physical recreation/exercise?

- ☐ Yes ☐ No

If yes, how many hours per day?

Hours: 2 hours per day

Is participation in physical recreation/exercise required?

☒ Yes ☐ No

Describe how probation staff members handle situations where youth refuse to participate in physical recreation/exercise.

Always attempt to communicate through the issues.

Are youth given opportunities for other types of recreation outside of their sleep rooms (play games, watching movies, etc.)?

☒ Yes ☐ No

If yes, how many hours per day?

Hours: 1 hour a day on weekdays; Weekends 3 hours a day or more.

F.7 Access to Legal Services

Are youth permitted to have reasonable contact with their attorneys?

☒ Yes ☐ No

Has an attorney in the last 12 months complained that they were not able to communicate with a youth/client?

☐ Yes ☒ No

Has a parent complained in the last 12 months that their son or daughter was denied access to his or her attorney?

☐ Yes ☒ No

F.8 Telephone Access

Are youth permitted to use the telephone to contact parents/guardians?

☒ Yes ☐ No

Are youth permitted to use the telephone to contact anyone other than parents/guardians and attorneys?

☒ Yes ☐ No

Are telephone calls monitored?

☐ Yes ☒ No

Are telephone calls recorded?

☐ Yes ☒ No

Has a parent/guardian complained in the last 12 months that their son or daughter was denied reasonable access to the telephone?

☐ Yes ☒ No

F.9 Visitation Privileges

What are the visitation hours for this facility?

Hours: Mon-Fri 2pm-8pm

Sunday 9am- 11:15am

Who may visit youth? Check all that apply.

- Parents/Legal guardians COURT ORDER IF CLEARED FOR ALL BELOW
- Adult siblings
- Minor siblings
- Others, please list:

Is there ample space in the facility for visitation?

- Yes
- No

Are youth permitted to have private conversations with visitors?

- Yes
- No

Do probation staff members supervise visits?

- Yes
- No

Has there been an instance in the last 12 months of a visitor bringing contraband into the facility?

- Yes
- No

Has there been an instance in the last 12 months of a visitor threatening a youth or staff member?

- Yes
- No

If yes, please describe.

Disgruntled family member.

List the primary reasons why family members do not visit youth.

Too far away, no bus route, lack of interest.

F.10 Detainee Mail and Correspondence

Are youth permitted to receive mail?

- Yes
- No

Are youth permitted to send mail?

- Yes
- No

Is postage free?

- Yes
- No

Is mail screened for contraband?

- Yes
- No

Does a staff member read mail addressed to a youth?

- Yes
- No

If yes, describe the steps taken to ensure the confidentiality of privileged communications.

Unless approved by a SPO when there is a safety and security concern in the facility or if it is court ordered.

SECTION G: HEALTH CARE

Medical Staffing:			
	#Filled	# Open	Contractor (Y/N)
Physician	16		y
Physician's Assistant	4		y
Registered Nurse	4		y
Licensed Vocational Nurse	7 full and 5 rotate		y
Nurse Practitioner	0		y
Emergency Medical Tech	0		y

G.1 Intake Health Screening

Which of the following health screenings are conducted upon intake? Check all that apply.

- ☐ Medical
- ☐ Dental
- ☐ Vision
- ☐ Mental health/Psychological
- ☐ Sexually transmitted infections
- ☐ Pregnancy tests (if females are held in the facility) **ONLY MALES AT FACILITY**

G.2 Medical, Dental, and Mental Health Appraisals

Which of the following complete health appraisals are conducted within 14 days of admission to the facility? Check all that apply.

- ☐ Medical (Complete history and physical)
- ☐ Dental
- ☐ Vision
- ☐ Mental health/Psychological
- ☐ Sexually transmitted infections
- ☐ Pregnancy tests (if females are held in the facility)

G.3 Access to Routine, Chronic, and Emergency Health Services

Is there an established procedure in place for youth to request medical services?

- ☐ Yes ☐ No

Is there an established procedure in place for youth to request dental services?

- ☐ Yes ☐ No

Is there an established procedure in place for youth to request mental services?

- ☐ Yes ☐ No

Are probation staff members permitted to refer youth for medical treatment?

- ☒ Yes ☐ No

Are probation staff members permitted to refer youth for mental health services?

- ☒ Yes ☐ No

Who makes the determination whether or not a minor is seen after a sick call slip is turned in?

RN and Triage Network

Of a random sample of 50 sick call slips, how many were responded to and in how many hours?

All are responded to with an average of about 8 hours, but have 72 hours.

Are reasonable arrangements made to permit youth to see their personal or family healthcare providers?

- ☒ Yes ☐ No

G.4 Experimental Research

Are youth permitted to be subjects of any of the following types of research? Check all that apply.

- ☐ Behavioral/Psychological NO TO ALL IN THIS SECTION
☐ Biomedical
☐ Cosmetic
☐ Pharmaceutical

G.5 Suicide Prevention

Is there a written suicide prevention plan in place?

- ☒ Yes ☐ No

Have there been any instances in the last 12 months where the written plan was not followed in response to a youth at risk of suicide?

- ☐ Yes ☒ No

G.6 Hunger Strikes

Is there a written plan that describes the appropriate response to a youth who engages in a hunger strike?

- ☒ Yes ☐ No

Have there been any instances in the last 12 months where the written plan was not followed in response to a youth on a hunger strike?

- ☐ Yes ☒ No

G.7 Death

Is there a written plan that describes the response to a youth's death in the facility?

- ☒ Yes ☐ No

Have there been any instances in the last 12 months where the written plan was not followed in response to the death of a youth?

- ☐ Yes ☒ No

Describe the plan in place to respond to the death of a youth.

Notify Coroner officer, law enforcement, Court and Probation officials.

G.8 Informed Consent/Involuntary Treatment

Is informed consent obtained, when appropriate, prior to the delivery of care?

☒ Yes ☐ No

Are youth fully explained the nature of the care they receive and the side effects or complications that may occur as a result of treatment or medications?

☒ Yes ☐ No

G.9 I Infectious Disease

Is there an infection control program that aims to ensure that safety of youth, staff, and visitors?

☒ Yes ☐ No

SECTION H: EDUCATION

School Staffing:			
	#Filled	# Open	SDCOE/JCCS? (Y/N)
Credentialed Teachers Total	14		Both
Credential Special Education Teachers Total	4		Both
Teachers' Aides	24		Both
Paid Tutors	CAHSEE 1 GED 1		JCSS
Volunteer Tutors	Poetry 1		SDCOE
Other			

H.1 School Capacity/Attendance

How many youth are attending school?

Number: All youth in facility.

Estimate the average grade level of youth participating in school in the facility:

9th and 10th

Estimate the average age of youth participating in school in the facility:

16

Describe under what circumstances a youth would not attend school.

If they were legally finished.

Is there adequate classroom space for the number of youth attending school?

- ☐ Yes ☐ No

H.2 Supplies

Are there an adequate number of textbooks?

- ☐ Yes ☐ No

Are the textbooks available up-to-date and consistent with educational standards in the State of California?

- ☐ Yes ☐ No

Are there adequate school supplies (pens, pencils, paper, etc.)?

- ☐ Yes ☐ No

Are there a sufficient number of computers available for teachers and school staff to use?

- ☐ Yes ☐ No

Are there computers available for youth to use?

- ☐ Yes ☐ No

If yes, are youth supervised while using the computers?

- ☐ Yes ☐ No

H.3 High School Programs/GED

Do youth have the opportunity to receive high school credits that can be transferred to their home school districts?

- ☐ Yes ☐ No

Are records from previous schools available to facility school staff?

- ☐ Yes ☐ No

Are youth given an opportunity to take the California High School Exit Examination (CAHSEE) when appropriate?

- ☐ Yes ☐ No

Describe curricula and interventions available for youth who are not academically prepared to complete work at a ninth grade level.

Work hard to get them prepared to work at 9th grade level.

H.4 Post-High School/GED

Are there educational opportunities available for youth you have completed high school or their GED?

- ☐ Yes ☐ No

Are youth given information and counseling regarding community college and four-year college options?

- ☐ Yes ☐ No

Are youth given information and counseling regarding financial aid options for college?

- ☒ Yes ☐ No

Are youth given resources for college entrance exam preparation when appropriate?

- ☒ Yes ☐ No

Are youth able to take courses for college credit online?

- ☒ Yes ☐ No

Do youth in the facility take military readiness testing?

- ☒ Yes ☐ No

If yes, are they required to do so?

- ☐ Yes ☒ No

H.5 Vocational Programs/ROP

Do vocational programs and ROP opportunities have sufficient space and resources for the number of youth interest in participating?

- ☒ Yes ☐ No

Has a youth be denied participation in one of these programs in the last 12 months?

- ☐ Yes ☒ No

H.6 Special Education/IEP Programs

Do credentialed special education teachers participate in lesson planning and curriculum development?

- ☒ Yes ☐ No

How many youth in the facility have an Individualized Education Program (IEP)?

Number: 78 as of September 20, 2010

Are regular IEP meetings held?

- ☒ Yes ☐ No

Are parents notified of these meetings?

- ☒ Yes ☐ No

Are parents permitted to attend these meetings?

- ☒ Yes ☐ No

Describe the most common obstacle to IEP compliance.

No quick turn around

Are there sufficient resources available to accommodate youth with special education needs?

- ☒ Yes ☐ No

H.7 Special Programs and Activities

Describe other special programs or activities sponsored by school staff.

Reading Programs and hold graduation ceremonies.

H.8 Independent Study

Are independent study options available?

- ☐ Yes ☒ No

H.9 Relationship with Other Stakeholders

Describe the nature of the relationship between school staff and other stakeholders (parents, probation staff members, contracted program staff members, etc.).

Very good with lots of communication.

SECTION I: WORKFORCE INTEGRITY

I.1 Staff Background and Reference Checks

Do staff members have an initial background before they are hired?

- ☒ Yes ☐ No

Do staff members have reference checks before they are hired?

- ☒ Yes ☐ No

Do staff members meet with a psychologist before they are hired?

- ☒ Yes ☐ No

Do staff members undergo drug testing before they are hired?

- ☒ Yes ☐ No

Do staff members under go periodic criminal history checks after they are employed?

- ☐ Yes ☒ No

I.2 Staff Training, Licensing, and Credentialing

For which of the following topics below do staff members receive training? (Check all that apply).

- ☒ Adolescent development
If yes, how often? Safe Crisis Management (SCM) Yearly
- ☒ Appropriate relationships/boundaries with youth.
If yes, how often? SCM yearly and Ethics every 2 years.
- ☒ Appropriate disciplinary techniques.
If yes, how often? Yes SCM Every year
- ☒ Confidentiality.
If yes, how often? SCM every year
- ☒ Conflict management.
If yes, how often? Annually.
- ☒ CPR/First aid.
If yes, how often? Annually, and when expired.

- Emergency response.
If yes, how often? Annually, and as needed.
- Ethical decision-making.
If yes, how often? Annually, and as needed.
- Inclusion methods for youth with disabilities or special needs.
If yes, how often? Annually, and as needed.
- Reporting requirements for abuse, neglect, or maltreatment that occurs in the facility.
If yes, how often? Annually, and as needed.
- Reporting recruitments for abuse, neglect, or maltreatment that occurred outside the facility.
If yes, how often? Annually.
- Sexual harassment.
If yes, how often? Annually.
- Signs of abuse or neglect.
If yes, how often? Annually.
- Use of force.
If yes, how often? Annually.
- Use of restraints.
If yes, how often? Annually.

I.3 Staff Misconduct

Are there written policies for addressing staff misconduct?

- Yes □ No
- Yes □ No Minors in custody
- Yes □ No Minors out of custody

Have there been any allegations within the last 12 months of a staff member physically assaulting a youth?

- Yes ■ No
- Yes ■ No Minors in custody
- Yes □ No Minors out of custody

Have there been any allegations within the last 12 months of staff member sexually assaulting a youth?

- Yes ■ No
- Yes ■ No Minors in custody
- Yes □ No Minors out of custody

Have there been any allegations within the last 12 months of a staff member verbally threatening a youth?

- Yes ■ No
- Yes ■ No Minors in custody
- Yes ■ No Minors out of custody

Have there been any allegations within the last 12 months of a staff member touching a youth in any inappropriate way?

- ☐ Yes ☐ No
- ☐ Yes ☐ No Minors in custody
- ☐ Yes ☐ No Minors out of custody

Have there been any allegations within the last 12 months of a staff member commenting on the physical appearance of a youth in a manner that is outside the scope of the staff member's job duties?

- ☐ Yes ☐ No
- ☐ Yes ☐ No Minors in custody
- ☐ Yes ☐ No Minors out of custody

Have there been any allegations within the last 12 months of a staff member entering a youth's sleeping room for any reason that was outside the scope of the staff member's job duties?

- ☐ Yes ☐ No
- ☐ Yes ☐ No Minors in custody
- ☐ Yes ☐ No Minors out of custody

SECTION J: BUDGET AND FISCAL CONCERNS

Describe any impacts to the facility in the last 12 months that were caused by a loss or change to funding or funding sources (include staff vacancies, program reductions, contractor changes, etc.).

Despite lack of funding, the facility has maintained staff and facility.

SECTION K: SUPPLEMENTAL DOCUMENTATION

Which of the following documents did the inspection team have the opportunity to review? Check all that apply.

- ☐ Copies of reports for inspections conducted by other agencies within the last year.
- ☐ A sample daily schedule.
HARD COPY AT EMJDF
- ☐ A list of programs available at the facility. Please include whether they are coordinated by Probation staff, a contractor, or a volunteer/volunteer group.
HARD COPY AT EMJDF
- ☐ A copy of the Policies and Procedures Manual.
- ☐ Sample daily menus for seven consecutive days in the last month.
- ☐ A sample grievance form.
- ☐ A floor plan/map of the facility (if possible).
- ☐ A sample transition plan (if possible).